

Registration

for Intranets, teamsites and document management

edition: 21 and 22 March 2012

Participant Information

Please fill out your personal info, so we can contact you.

First name:

Last name:

E-mail address:

Course Description

Intranets, teamsites and document management

€ 1,400(excl. VAT)

(09:00 - 17:00, Namahn Design Studio)

€ 1,694 (incl. VAT)

During two days, you gain insight into Namahn's methods and techniques for designing, organising and managing excellent intranets, team sites and document repositories.

Led by Koen Peters and featuring contributions from Marc Van de Woestijne and Namahn's senior design consultants, this highly practical master class challenges the knowledge of a small group of participants (maximum 8) and teaches them best practices for intranets, team sites and document repositories.

Invoice Information

Please provide contact and invoicing information for payment.

First name:

Last name:

E-mail address:

Company name: Department:

Street and number:

Postal code and city:

Country:

VAT number: Invoice Reference:

Date

Signature

Registration and invoicing policy

Registration is only finalised after receipt of payment. Payment should be done upon receipt of the invoice, within 10 working days. Note that we have never refused anyone at an event for not paying the invoice beforehand.

When your registration is finalised, you will receive a reminder with practical details at least two working days before the course.

Namahn carries the Qfor quality label, allowing us to participate in the KMO-portefeuille. Flanders-based SMEs may be entitled to a 50% refund. KMO-portefeuille aims to provide Flanders-based SMEs affordable access to high-quality consultancy and training in innovation and international business. For more information, refer to www.kmoportefeuille.be.

Namahn's account information is as follows:

IBAN BE73 2100 3779 2060

Account holder: Namahn bvba

Bank address: BNP Paribas-Fortis, Luxemburgplein 14, BE-1050 Brussels, Belgium

BIC/SWIFT: GEBABEBB

Cancellation policy

Cancellation without charge is possible until 14 days prior to the workshop. When cancelling between 14 and 7 days prior to the workshop, 50 % of the total fee will be charged. No refund is issued for cancellations within 7 days of the start of the workshop.

Note, however, that a registration may be transferred to another participant of the same company.

Please return your completed form to registration@namahn.com, with "HCIA" as the subject-line. You can also use this address if you have any questions.

If you prefer, you can return the form by post or by fax:

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Grensstraat 21
1210 Brussel

or

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